



# TOWN OF VERNON

14 PARK PLACE, VERNON, CONNECTICUT 06066

OFFICE OF PERMANENT MUNICIPAL  
BUILDING COMMITTEE

## Office of the Permanent Municipal Building Committee

### APPROVED MINUTES

RECEIVED  
VERNON TOWN CLERK  
17 OCT 31 AM 11:35

**Regular Meeting:** September 27, 2017 6:00 p.m. Town Hall Annex & 55 West Main Street

**Attendees:** George Greco, Ralph Zahner, Ellie Bellemore, Joe Greco

The meeting was called to order at 7:01 p.m. by George Greco after an inspection of the Town Hall Annex and 55 West Main Street.

### **APPROVAL OF MINUTES:**

A motion to approve the minutes of the regular meeting of August 23, 2017 was made by Joe Greco, seconded by Ellie Bellemore, and unanimously approved.

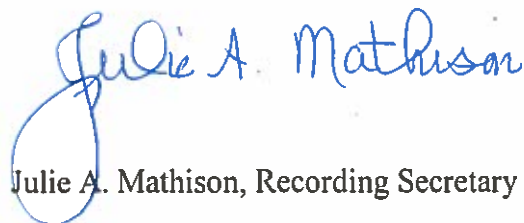
**CITIZENS FORUM:** None

### **ANNUAL INSPECTION OF TOWN BUILDINGS:**

A motion to approve the inspection report for Valley Falls and Camp Newhoca was made by Ellie Bellemore, seconded by Joe Greco, and unanimously approved.

**ANY OTHER BUSINESS:** None

The meeting was adjourned at 7:07 p.m. with a motion made by Joe Greco, seconded by Ralph Zahner, and unanimously approved.

  
Julie A. Mathison, Recording Secretary

## INSPECTION OF TOWN BUILDINGS

### TOWN HALL ANNEX AND 55 WEST MAIN STREET

#### PERFORMED BY THE PERMANENT MUNICIPAL BUILDING COMMITTEE

SEPTEMBER 27, 2017

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#### TOWN HALL ANNEX:

1. Most items reported on the June 22, 2016 inspection have been completed.
2. The sink in the utility closet on the second floor needs a thorough cleaning.
3. The condensate drain on the air conditioning unit in the attic is still plugged and leaking.
4. The wall needs to be patched in the former water cooler area near the men's room.
5. A data cable cover is needed on the wall under the public computer for assessor maps.
6. The carpeting in high traffic areas of the IT Dept. and Water Dept. is very dirty and must be cleaned to maximize its life expectancy.

#### 55 WEST MAIN STREET:

1. As noted in our September 23, 2015 inspection report, a ramp needs to be installed for handicapped persons to access the second floor of the building.
2. Although caulking was done on the roof of the building, all new flashing needs to be done as well.
3. Protective covers are needed over the lights in the back area of the Engineering Dept. We were advised that the town is exploring LED replacement fixtures.
4. The carpet outside of the Building Official's office is very dirty and must be cleaned to maximize its life expectancy.
5. There are weeds growing in the gutter outside of the Fire Marshal's door.
6. The file storage room in the downstairs has all new bright lighting – awesome difference!



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OFFICE OF PERMANENT MUNICIPAL  
BUILDING COMMITTEE

## Office of the Permanent Municipal Building Committee

### DRAFT MINUTES

RECEIVED  
VERNON TOWN CLERK  
17 OCT 31 AM 11:35

**Regular Meeting:** October 25, 2017 6:00 p.m. Center Road School

**Attendees:** John Leary, George Greco, Joe Correia, Ellie Bellemore, Joe Greco, Ralph Zahner

The meeting was called to order at 6:39 p.m. by John Leary after an inspection of Center Road School.

### **APPROVAL OF MINUTES:**

A motion to approve the minutes of the regular meeting of September 27, 2017 was made by Joe Correia, seconded by Joe Greco, and unanimously approved.

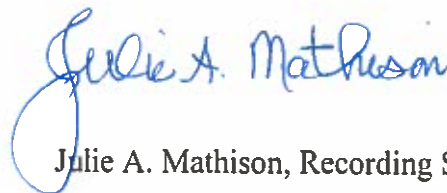
**CITIZENS FORUM:** None

### **ANNUAL INSPECTION OF TOWN BUILDINGS:**

A motion to approve the inspection report for the Town Hall Annex and 55 West Main Street was made by George Greco, seconded by Joe Correia, and unanimously approved.

**ANY OTHER BUSINESS:** None

The meeting was adjourned at 7:16 p.m. with a motion made by Joe Greco, seconded by Joe Correia, and unanimously approved.

  
Julie A. Mathison, Recording Secretary